

Position: Residential Specialist/Direct Care Worker

Current Employee:

Salary Range: Negotiable

Reports to: Supervisor

Supervises: Children and other staff as directed Classification: Full time

Minimum Qualifications:

Male or female (twenty one years of age or older) with a high school diploma or GED from a public school or program recognized by TEA; Must possess ability to read, write and communicate appropriately with staff to ensure child's needs are effectively met. Demonstrate ability to provide warmth, love, durability and discipline. No responsibility for any dependent child or adult in home. No pets if house parent designation. Experience with children from abusive and tragic backgrounds a plus but not required. Current driver's license. Submit and pass a criminal background check.

Knowledge, Skills and Abilities:

Ability to supervise all levels of children, their ongoing activity and monitor for each child's safety and well-being. Have ability to work varying or rotating shift hours, weekends and holidays as scheduled. Skilled in crisis management, establishing discipline, mentorship and consistency. Ability to communicate effectively and keep supervisor and Interdisciplinary Team apprised of any reportable conditions.

Awareness of adolescent stages of development, needs and challenges. Knowledge of problem-solving and limit setting a plus but not required. Demonstrate ability to handle changing conditions of weather, child's mood, and environmental milieu. Ability to understand assignment, know and recognize children assigned to monitor, and intervene based on the child's developmental levels, special needs level, cultural differences, surrounding circumstances, hazards and risks.

Education and Training: Basic Life Support (CPR), First Aid Training, Food Handler's Training, Behavior Intervention training, Psychotropic Medication Training Certificate and evidence of ongoing continuing education. Meets annual training requirements.

Basic Function:

Receive assignment, locate and introduce self to children and carry out assigned tasks. Provide a safe environment using good judgment for supervision, Reinforce every child's efforts and accomplishments. Provide oversight and care for child to include daily routine and recreational activities, special events, work projects, school work and spiritual activities to include off-campus outings and appointments that will be coordinated with on-duty program coordinator. Keeps supervisors abreast of any unusual or reportable activities. Pass relevant information to incoming caregiver, complete reports and ensure all tasks are completed.

Responsibilities/Job Summary:

- * Demonstrate competency, prudent judgment, self-control in presence of children and when performing assigned tasks.
 - * Ensure child's safety and well being is maintained to include assessment of child's auditory and/or visual awareness or acuity is intact. Ability to take into account importance of proxemics and space before and during interactions.
1. Attend and participate in scheduled staff & executive meetings.
 2. Report suspected child abuse or evidence of neglect immediately
 3. Appraise management of behavioral problems as they occur using methods outline I the NBCH policies.
 4. Familiarize self with policies and procedures and report violations and serious infractions in a timely manner involving residents to Casework or Child Placement Agent at the first sign of problems.
 5. Reports serious or repeated offensive behavior as per house policy.
 6. Maintain the security and functional operations of the dorm/facility.
 7. Prepare and administer medications correctly, screen for compliance and ensure medications and relevant supplies are not depleted.
 8. Remain current in CPR and First Aid as required by policy. Keep current in required hours of training as per NBCH guidelines and state standards.
 9. Prepares balanced meals and supervises meal times as assigned.
 10. Supervises the completion of assigned chores to each child daily
 11. Coordinates with therapists and program staff in setting up programs or activities to meet the special needs of children in care as individual counseling or therapeutic activity groups
 12. Takes inventory and shops for food items, personal hygiene and household items and household supplies on an ongoing basis or as per scheduled
 13. Coordinates and facilities on and off-ranch activities
 14. Participates in training, in-service education, staff meetings and specific conferences to develop and enhance child-care skills
 15. Assists residents in the development of life skills and independent living skills.
 16. Maintains medical records, daily logs and incident reports on a daily basis
 17. Uses bus for Ranch activities only
 18. Budgets money appropriately
 19. Ensures reports are accurate, dated and follow-up occurs with an action plan.
 20. Use effective communication skills and caring behaviors creating an environment of growth (mentally, physically, emotionally and spiritually)
 21. Provide a living style that is growth producing and which stimulates self-confidence, trust and love of people.
 22. Assist residents during pre-escalated or escalated states. Role model verbal intervention techniques to residents.

After completion of Orientation Program (one week) with included all mandatory requirements noted in item #4, demonstrate and sustain competency as a direct care worker. Must meet qualifications prior to counting in child/caregiver ratio.

This position is subject to mandatory drug testing and any offer of employment is contingent upon acceptable results from a drug screen conducted for the agency.